

**TRAFFIC COMMISSION**  
**March 25, 2010 MINUTES**

The regular meeting of the Burbank Traffic Commission was held in the City Council Chambers, 275 E. Olive Avenue, on the above date. Joseph Terranova, Chair, called the meeting to order at 4:00 p.m.

<b>Members Present:</b>	Joe Terranova, Chair	David Justl
	Brian Malone, Vice Chair	Robert Heins
	Barry Gussow	Gregory Bragg
	Paul McKenna, Jr.	Rebecca Granite-Johnson

**Members Absent:** Dennis Hooper

**Staff Present:** Ken Johnson— Traffic Engineering, Public Works  
Sgt. Kelly Frank—Traffic Division, Police Department  
Ricardo Sanchez—Public Works Department  
Terre Hirsch—License and Code  
Sandy George—Recording Secretary, Public Works

**I. FLAG SALUTE**

**II. ROLL CALL**

**III. ORAL COMMUNICATIONS:** (Limited to items on the printed agenda or items regarding the business of the Traffic Commission)

**A. Public Communication**

Don Margolin, an employee of the Burbank Leader and the LA Weekly, requested the Burbank Municipal Code be changed so that news racks can be placed adjacent to red curbs, as they have been in place as such for over 30 years.

Hanna Mikhail, a store owner on Olive, asked that the green curb parking restriction in front of his business be changed from 8am-6pm back to 8am-10pm.

Gene Moffett, a resident and RV owner, expressed his concern over the LNCV (Large Non-Commercial Vehicle) Ordinance requirement of an 80' setback from nearby stop signs.

**B. Commission Member Communication**

A general discussion took place regarding Commission Member communications and receiving packets with sufficient time to review them. The question was raised as to whether or not emailing suggested changes to Meeting Minutes violated the Brown Act. Mr. Hirsch stated he believed this was a violation, and Mr. Johnson said he would verify such with the City Attorney's Office.

Mr. McKenna asked if certain existing exceptions to red and green curb rules could have been grandfathered in. Mr. Johnson said they could not because the requirements are in the Burbank Municipal Code.

Mr. Malone described the recent City Council passage of the LNCV Ordinance.

Mr. Terranova asked that Verdugo Bike Lane efficiency and the Olive Ave Streetscape project be added as future agenda items, to see their progress.

### **C. Staff Communication**

Mr. Johnson reminded the Commission of the upcoming joint study session on April 27<sup>th</sup> with the City Council. He mentioned staff will be putting Traffic Commission Reports onto the City Website starting next month, plus the Annual Taxi Cab Needs and Necessity public hearing will be in April.

Mr. Malone inquired as to how to recommend someone be appointed to the Commission. Mr. Johnson says they simply need to fill out an application with the City Clerk.

## **IV. APPROVAL OF MINUTES**

Mr. Malone moved to approve the Minutes for discussion and/or changes for the January and February Minutes, motion seconded by Mr. McKenna. Mr. Justl proposed several changes to both months' Minutes. The motion was passed unanimously to approve the January and February 2010 Minutes, with the changes Mr. Justl suggested.

## **V. REPORTS**

### **A. Taxi Cab Report – Monthly Report on Taxi Activities (Hirsch)**

Mr. Hirsch discussed the Taxi Cab City Ordinance and a request to establish flat rates to certain destinations. He stated Taxi Cabs cannot establish their own flat rate. The City received a Wheelchair/ADA complaint regarding limited availability of handicapped-access vehicles in Burbank.

Mr. McKenna inquired as to the status of the ongoing discussion on non-emergency medical transport. Mr. Hirsch indicated he is still working on it.

Mr. Bragg asked that the Traffic Commission be allowed to discuss and make suggestions for City Council in regards to Taxi flat rates. He suggested the City examine current ADA laws to ensure they are being enforced/followed correctly.

Mr. Hirsch clarified that smoking is not allowed in Taxis. Mr. Terranova requested this topic be removed from the future agenda items list.

Mr. Gussow, Mr. Justl, Mr. McKenna, Mr. Terranova, Mr. Bragg, and Mr. Malone participated in the discussion.

## **B. Public Input to Traffic Commission (Johnson)**

A general discussion of how to manage timing of Public speaking at Traffic Commission meetings took place. Mr. Bragg made a motion to allow open public communication for 3 minutes per person for any non-agenda items at the beginning of the meeting. Then allow public discussion of 3 minutes per person for each agenda item. Ms. Granite-Johnson seconded the motion. The motion was approved unanimously.

Mr. Terranova, Mr. McKenna, Mr. Malone, Mr. Gussow, Mr. Bragg, Mr. Justl, Ms. Granite-Johnson, Mr. Heins and Mr. Johnson participated in the discussion.

## **C. Red Curb and News racks (Johnson)**

Mr. Johnson explained briefly Burbank's policy on restricting placing news racks adjacent to any colored curb, which was not actively enforced until a recent complaint. Nearby cities do not include this restriction in their codes, so Mr. Johnson suggested the City keep the restriction for other colored curb, but exclude red curb.

Gerry Marnien, an employee of the LA Times, and Sandra Harwood, an employee of USA Today, expressed their desire to see the City Code changed to allow news racks to be placed at red curbs. Mr. Johnson indicated the matter would be presented to City Council.

Craig Sherwood, a resident, expressed his concern with the aesthetics and safety of certain areas in Burbank where large numbers of news racks are placed.

Mr. Gussow moved that the City remove the restriction on red curb news rack placement, but also to allow the subject to come back to the Commission for further discussion, including the criteria that establishes approval of locations and numbers of news racks allowed. The motion was seconded by Mr. McKenna, and then approved unanimously.

Mr. Terranova, Mr. Malone, Mr. McKenna, Mr. Bragg, Mr. Justl, Mr. Heins, Mr. Gussow, and Ms. Granite-Johnson participated in the discussion.

## **D. Green Curb Time Limits (Johnson)—Formerly Item G**

Mr. Johnson described the City requirement in the Burbank Municipal Code for green curb time limited parking (currently 8am-6pm). Some select businesses were given restrictions that ended at 10pm. A few business owners complained when the code-compliant time limits were installed. Mr. Johnson indicated staff supports keeping the code as is, as it is consistent with nearby city's codes.

Discussion took place about enforcement. Mr. McKenna felt those businesses that still want the 10pm time should be deferred to, but Mr. Johnson said the City could not give preference to one business over another.

Mr. Bragg moved that the Commission recommend to City Council modification of the municipal code 6-1-1101 to restrict parking in a green zone from 8am-6pm,

**unless otherwise posted.** Mr. McKenna seconded the motion, which passed unanimously.

Mr. Malone, Mr. Justl, Mr. Heins, Mr. McKenna, Mr. Bragg, and Ms. Granite-Johnson participated in the discussion.

#### **E. LNCV Ordinance Implementation (Johnson)—Formerly Item F**

Mr. Johnson gave details on the City Council's recent approval of the LNCV Ordinance, remarking that the focus now is on getting the implementation started.

Ralph Hermann, a former Commission member, commented that the 80 foot clear area from a stop sign/corner was too extreme. Mr. Bragg asked the Commission to reexamine the 80' rule.

Mr. Malone suggested giving the Ordinance a few months of implementation time to see its efficiency, and then come back for reexamination. The Commission asked Mr. Johnson to bring results of the program's implementation and success after 3 months from its implementation.

Mr. Malone, Mr. Bragg, Mr. Justl, Mr. Heins, Mr. McKenna, Ms. Granite-Johnson, and Mr. Gussow participated in the discussion.

#### **F. School Area Traffic and School Operation (Johnson)—Formerly Item D**

Mr. Johnson discussed school area safety, indicating staff feels confident in the number of safety features and programs already in place. Mr. Bragg suggested that the Commission to look at the entire Burbank City school system, school by school, to see where changes and improvements can be made. Key points would be continuing educating residents on safe routes to school, plus communicating with school principals.

Mr. McKenna indicated his concern that private schools be included in the Traffic Commission's efforts for safety. Mr. Gussow suggested installing flashing lighted signs reminding drivers they are in school zones. Mr. Justl requested maps of all schools to examine signage. Ms. Granite-Johnson suggested the Commission look at the use of crossing guards.

Mr. Johnson said he will prepare an outline of the staff report to City Council for the Commission to review.

Mr. Malone, Mr. Bragg, Mr. Gussow, Mr. McKenna, Mr. Justl, Ms. Granite-Johnson, and Mr. Heins participated in the discussion.

#### **G. Preliminary Plans for Curb Extensions (Johnson)—Formerly Item E**

This will be discussed further as part of school safety.

#### **H. Traffic Commission Terms (Johnson)**

Mr. Johnson said the Commission's terms have been approved by City Council.

## **VI. PUBLIC HEARINGS**

None.

## **VII. FUTURE AGENDA ITEMS**

- Taxi Cab Report – Monthly Report on Taxi Activities
- Parking Around Schools at Dismissal Time on Street Sweeper Day (June 2009)
- Non-Emergency Medical Transportation (February 2009)
- Accident and Citation Statistics for Review (October 2009)
- Traffic Calming (March 2008)
- Status of Truck Routes (June 2009)
- Discussion of Parking in Magnolia Park (March 2009)
- Commercial Vehicle Parking Restrictions (July 2008)
- More Detail on Status of Traffic Projects (January 2010)
- LNCV Implementation Progress (March 2010)
- School Area Safety (March 2010)
- News Rack Location Criteria and Number Allowed (March 2010)
- Bicycle Helmet Education (September 2009)—McKenna
- Test Involving Having a Left Turn Light Only If 3 or More Vehicles are Waiting for a Left Turn (August 2009)—Johnson
- Progress of the Olive Ave. Streetscape Project (March 2010)—Terranova

## **VIII. ADJOURNMENT**

Mr. Gussow moved to adjourn the meeting at 7:12pm, seconded by Mr. Bragg. The next regularly scheduled meeting will be held on Thursday, April 22, 2010, at 4:00pm in the Community Services Building, Community Room #104, 150 North Third Street.

Respectfully submitted,

Ken Johnson, Traffic Engineer  
KJ: smg